

Payroll Features

- ✓ Add Company/ Organization information
 - General Information
 - Salary contribution

- ✓ Employee Information
 - General
 - Contact
 - Photograph
 - Other

- ✓ Employee types setup
- ✓ Department Information
- ✓ Employee Designations setup
- ✓ Salary Configuration
 - Basic Salary (Daily/Monthly)
 - Set working hours/ days
 - Payroll period
 - User definable leave types (Annual, Casual, medical, short leave etc.)
 - Leave allocation
 - Salary component
 - Maintain fixed/ variable allowances
 - Employee salary allowances
 - Salary fixed deductions and variable deductions
 - Auto calculation of Over Time, EPF, ETF or custom defined

- ✓ Loan
 - Create loan scheme
 - Issue a loan
 - Loan collecting process

- ✓ Salary calculation
 - Monthly/daily salary calculation
 - Duty calculation
 - Coinage Analysis (Denomination)
 - Over Time/EPF, ETF or custom defined
 - Preparation of bank transfer file

- ✓ Multi User with user level settings
- ✓ Reminders (Employee Birthday, etc.)
- ✓ Set Active and In-active employees

Reports

- ✓ Employee list (department/ designation)
- ✓ Employee detail report
- ✓ Employees salary component reports
 - Employee wise salary report
 - Fixed / Variable allowances report
 - Salary deduction report
 - Employee wise Over Time report/ No pay
 - EPF, ETF or custom defined report
 - Leave detailed report
 - Net pay summary report
 - Total salary sheet
 - Salary slip
 - Employees Salary History Report
 - Birthday list
- ✓ Attendance report
- ✓ Over time, Late Attendance and Early Departures
- ✓ Loan report
 - Issued loan
 - Payment schedule
 - Advance payment
 - Loan summary report
- ✓ Active and In-active employee list
- ✓ Terminated employee list
- ✓ New Recruitments List
- ✓ Coinage Analysis (Denomination)